AGENDA

BOARD OF RECOUNT

November 09, 2015   **9:00 a.m.**
Alderman Shea, Mark Roy and   **Carol M. Rines Center**
Tracey Ecklund   **1528 Elm Street (rear entrance)**

1.   Chairman Shea calls the meeting to order.

2.   The Clerk calls the roll.

3.   Chairman Shea advises that the purpose of this meeting is to recount
          the votes cast for mayor in the November 3, 2015 Municipal General
          Election and requests that a motion be made to adopt the procedures
          for recounts. Copies of the proposed procedures have been provided to
          the candidates and their representatives.

          **A motion is in order to adopt the procedures for the recount
          process.**

4.   Chairman Shea requests the City Clerk to begin the process for recount
          of votes cast for mayor.

5.   City Clerk Matthew Normand makes a brief presentation and begins the
          recount process.

6.   Chairman Shea requests the results of the recount be made known.

          A motion is in order to declare the name of the elected mayor.

7.   If there is no further business, a motion is in order to adjourn.

PROCEDURES FOR RECOUNTS
City Charter Sections 5.27 – 5.28/RSA 660

1. The Board of Recount shall adopt the procedures for the recount.

2. Only the office or question which has been requested for a recount shall be counted. All other offices and questions on the ballot will not be recounted.

3. An office or question may only be recounted once.

4. The City Clerk will operate with two-person teams for recounting each office.

5. For each team the candidate may have one observer.

6. No observer may have a writing instrument or electronic communication device while sitting at the recount table.

7. Observers may not touch the ballots.

8. All communication devices are to be turned off or turned to silent mode in the recount area. All phone conversations are to be conducted outside of the recount area.

9. Each team member will be issued ballots by the recount supervisor that had been cast in the election.

10. The team member will announce the choice of the voter for each ballot and allow the observer to see the ballot.

11. The recount team will place the ballots in a location marked for each candidate, write-in or blank vote.

12. If there is a protest of any vote, it must be made immediately by the observer. Protested votes shall be ruled upon by the Board of Recount. If the ruling of the board is protested, the City Clerk will attach a statement of fact on the protested ballot.

13. During the course of the recount, a recount supervisor may take ballots from any of the marked piles on the recount tables and transfer the ballots to the counting table having the same marked piles.

14. Once the cast ballots are announced by the recount team, those ballots shall be counted by a team at the counting table.

15. The City Clerk will maintain a tally sheet showing the votes cast on Election Day as reported by the ward election officials and the votes cast as determined upon the completion of the recount.

16. The City Clerk will certify the results on the recount tally sheets and present the final tally to the Board of Recount.

17. The Board of Recount shall declare the winner based on the certified recount tally sheet as provided by the City Clerk. If a recount shows that a candidate other than the one declared elected or nominated has the greatest number of votes cast for the office, the Board of Recount shall declare such candidate elected or nominated.

18. The candidate who requested the recount may cancel at any time during the procedure, at which time the City Clerk will publicly announce the candidate's request to cancel the recount and that particular recount will cease at once.

19. If a recount shows that the applicant was elected or nominated, the city clerk, within 10 days after such recount, shall return the filing fee.

20. If the election results show that the applicant lost the election by more than 10 percent of the votes cast for that office, such applicants request for a recount shall be deemed frivolous. If the recount is unsuccessful in overturning the election results, the applicant shall be required to pay the cost of the recount, as determined by the City Clerk, within ten days after such determination.

21. At the end of each recount, if the contestant wishes to appeal further, nothing herein shall be construed as affecting the right of any person to appeal to the court in any matter relative to the election.